

WEAVERTHORPE PARISH COUNCIL ACCOUNTS

1st April 2020 to 31st March 2021

Payments received (Current Account)

Date	From	Amount	Cumulative
01/04/2020	Brought Forward	£2,990.78	£2,990.78
16/04/2020	Luttons PC	£130.00	£3,120.78
21/04/2020	Groundwork (Tesco)	£1,166.00	£4,286.78
27/04/2020	RDC Precept	£2,425.00	£6,711.78
21/05/2020	NYCC Grass Cutting	£255.04	£6,966.82
24/06/2020	From Reserve Account	£5,300.00	£12,266.82
27/07/2020	HMRC VAT refund	£1,727.91	£13,994.73
02/09/2020	NYCC community grant	£1,000.00	£14,994.73
22/09/2020	RDC Precept	£2,425.00	£17,419.73
24/12/2020	PFCC Grant	£1,900.00	£19,319.73
Total Receipts to Current Account			£16,328.95

Reserve Account	Brought Forward	£6,842.37	£6,842.37
30/04/2020	Interest	£1.12	£6,843.49
29/05/2020	Interest	£1.09	£6,844.58
to Current account		-£5,300.00	£1,544.58
30/06/2020	Interest	£0.05	£1,544.63
31/07/2020	Interest	£0.01	£1,544.64
28/08/2020	Interest	£0.01	£1,544.65
30/09/2020	Interest	£0.01	£1,544.66
31/10/2020	Interest	£0.01	£1,544.67
30/11/2020	Interest	£0.01	£1,544.68
31/12/2020	Interest	£0.01	£1,544.69
30/01/2021	Interest	£0.01	£1,544.70
26/02/2021	Interest	£0.01	£1,544.71
31/03/2021	Interest	£0.01	£1,544.72

Total received in Reserve Account this year £2.35

Total Reserve Account this year £1,544.72

Payments made (Current Account)

Incurring Date	Paid Date	Payment to	Method	Amount	Cumulative	V.A.T.
16/03/2020	18/04/2020	J Clayton Tree Survey	Cheque 528	£175.00	£175.00	
16/03/2020	11/05/2020	Yorkshire Internal Audit	Cheque 529	£160.00	£335.00	
29/04/2020	11/05/2020	Zurich Insurance Premiun	Cheque 530	£367.34	£702.34	
01/05/2020	11/05/2020	NYCC Steet lighting power	Cheque 531	£649.27	£1,351.61	£108.21
21/05/2020	01/06/2020	T Rowland Honorarium	SO	£65.00	£1,416.61	

16/03/2020	24/06/2020	NYCC Street light upgrade	Cheque 532	£8,573.04	£9,989.65	£1,428.84
16/03/2020	28/06/2020	Clerk's wages	SO	£268.14	£10,257.79	
16/03/2020	01/07/2020	HMRC	Cheque 533	£67.00	£10,324.79	
21/05/2020	10/07/2020	Autela	Cheque 534	£29.52	£10,354.31	£4.92
21/05/2020	01/09/2020	T Rowland Honorarium	SO	£65.00	£10,419.31	
20/07/2020	03/09/2020	JK Aboriculture	Cheque 535	£90.00	£10,509.31	
16/03/2020	21/09/2020	HMRC	Cheque 536	£67.00	£10,576.31	
21/05/2020	28/09/2020	Clerks wages	SO	£268.14	£10,844.45	
21/05/2020	17/10/2020	Playsafety	Cheque 537	£82.20	£10,926.65	£13.70
07/11/2020	07/11/2020	YLCA advert	Cheque 538	£15.00	£10,941.65	
16/11/2020	16/11/2020	Clerk's expenses	Cheque 539	£163.78	£11,105.43	£21.38
16/11/2020	25/11/2020	C Howe grass cutting	Cheque 540	£313.12	£11,418.55	
20/09/2020	05/12/2020	Tree surgery	Cheque 541	£798.00	£12,216.55	£133.00
16/03/2020	14/12/2020	HMRC	Cheque 542	£72.40	£12,288.95	
21/05/2020	14/12/2020	Autela	Cheque 543	£59.07	£12,348.02	£9.85
16/11/2020	14/12/2020	Driffield Weekly - Clerks advert	Cheque 544	£147.60	£12,495.62	£24.60
16/03/2020	29/12/2020	Clerks wages	SO	£290.04	£12,785.66	
20/09/2020	29/12/2020	D Sim Honorarium	SO	£65.00	£12,850.66	
16/03/2020	22/03/2021	HMRC	Cheque 545	£68.80	£12,919.46	
16/03/2020	21/03/2021	YLCA	Cheque 546	£132.00	£13,051.46	
16/03/2020	29/03/2021	Clerk's wages	SO	£275.44	£13,326.90	
16/03/2020	09/03/2021	D Sim Honorarium	SO	£65.00	£13,391.90	
						£1,744.50

Balance in Current Account	£5,927.83
Balance in Reserve Account	£1,544.72
Total money in Bank	£7,472.55

COST SUMMARIES

Staff Costs	£1,376.66
All other payments	£12,015.24
VAT Total	£1,744.50

Signed: 

Date: 17th May 2021

Parish Clerk

Signed: 

Date: 17th May 2021

Chair

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It the column headed "Year ending 31 March 2021" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority:

WEAVERTHORPE PARISH COUNCIL

County area (local councils and parish meetings only):

North Yorkshire

Financial year ending 31 March 2021

Prepared by (Name and Role):

Jeff House, Clerk to Weaverthorpe Parish Council

Date:

1st April 2021

		£	£
Balance per bank statements as at 31/3/21:			
	Current Account	6,373.0	
	Reserve Account	1,544.7	
	account 3		
	account 4		
[add more accounts if necessary]	account 5		
	account 6		
	account 7		
	account 8		
			7,917.7
Petty cash float (if applicable)			
			-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)			
	cheque 540	(313.12)	
	cheque 546	(132.00)	
	item 3		
	item 4		
[add more lines if necessary]	item 5		
	item 6		
	item 7		
	item 8		
			(443.12)
Add: any un-banked cash as at 31/3/xx			
		Nil	
Net balances as at 31/3/21 (Box 8)			
			<u>7,474.6</u>

Explanation of variances – pro forma

Name of smaller authority: **Weaverthorpe Parish Council**
 County area (local councils and parish meetings only): **North Yorkshire**

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- Variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2019/20 £	2020/21 £	Variance £	Variance %	Explanation Required?	Explanation
1 Balances Brought Forward	7,111	9,833				
2 Precept or Rates and Levies	4,750	4,850	100	2.11%	NO	
3 Total Other Receipts	2,322	11,509	9,187	395.65%	YES	Grants received from various sources plus money used from reserve to pay for street lighting
4 Staff Costs	1,341	1,377	36	2.68%	NO	
5 Loan Interest/Capital Repayment			0	0.00%	NO	
6 All Other Payments	3,009	12,015	9,006	299.30%	YES	Street lighting renewal
7 Balances Carried Forward	9,833	12,800			YES	VARIANCE EXPLANATION NOT REQUIRED TO WHY CARRY FORWARD RESERVES ARE
8 Total Cash and Short Term Investments	9,833	7,475				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	7,707	7,707	0	0.00%	NO	
10 Total Borrowings	0	0	0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
VAS	3825		
Play Area	1500		
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
			5325
General reserve	7475		
			7475
Total reserves (must agree to Box 7)			<u><u>12800</u></u>

WEAVERTHORPE PARISH COUNCIL

RISK ASSESSMENT AND MANAGEMENT 2021

AREA	RISK	LEVEL	CONTROL
Assets	Protection of physical assets	M	Playground equipment, Notice Board and Street Lights : Insured
	Security of physical assets	M	Playground equipment and N/Board: Robust equipment, fixed to ground
	Maintenance of physical assets	M	Playground equipment: Annual Inspection NYCC maintain lighting
Finance	Banking	L	All monies lodged with Nat West
	Consequential loss of income	L	Income via precept
	Loss of cash through theft or dishonesty	L	No cash held
	Financial controls and records	M	Bi monthly reconciliation by clerk presented and agreed by council. Two signatories on cheques. Internal and External audit.
	Sound budgetting to underlie annual precept.	M	Annual budget agreed with Council Precept request derived from this.
Liability	Risk to third party, property or individuals	M	Insurance in place. Grass cutting contractor has necessary insurance.
	Legal Liability as consequence of asset ownership	M	Insurance in place
Employer Liability	Comply with Employment Law	M	Membership of YLCA and SLCC. Clerk has professional qualification in HR Management.
	Comply with HMRC requirements.	L	Refund of VAT is carried out annually. Payroll managed by third party.
Legal Liability	Ensure activities are within legal powers	M	Clerk would seek legal advice where necessary.
	Proper and timely reporting via the Minutes	M	Council meets bi monthly and approves Minutes. Minutes posted on village notice board and web site.
Councillor Propriety	Register of Interests in place	M	Review annually at AM

Smaller authority name: WEAVERTHORPE PARISH COUNCIL

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION
OF ANNUAL GOVERNANCE & ACCOUNTABILITY
RETURN (EXEMPT AUTHORITY)**

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

**Local Audit and Accountability Act 2014 Sections 25, 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)**

NOTICE	NOTES
<p>1. Date of announcement <u>Friday 11th June 2021</u> (a)</p> <p>2. Each year the smaller authority prepares an Annual Governance and Accountability Return (AGAR). The AGAR has been published with this notice. It will not be reviewed by the appointed auditor, since the smaller authority has certified itself as exempt from the appointed auditor's review. Any person interested has the right to inspect and make copies of the AGAR, the accounting records for the financial year to which it relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2021, these documents will be available on reasonable notice by application to:</p> <p>(b) <u>Jeff House</u> <u>Clerk to the Parish Council</u> <u>07901 661508 weaverthorpeparish council@gmail.com</u></p> <p>commencing on (c) <u>Monday 14 June 2021</u></p> <p>and ending on (d) <u>Friday 23 July 2021</u></p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none">• The opportunity to question the appointed auditor about the accounting records; and• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is only subject to review by the appointed auditor if questions or objections raised under the Local Audit and Accountability Act 2014 lead to the involvement of the auditor. The appointed auditor is:</p> <p>PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD sba@pkf-l.com</p> <p>5. This announcement is made by (e) <u>Jeff House, Clerk to the Parish Council</u></p>	<p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p>